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OFFICE OF FINANCE STAFF MEETING MINUTES

20 January 1982

A. Notes Based on DDA Staff Meetings:

25X1 1. [] took the Deputy Directors through a plan of budget strategies to provide the DDA with a better budget than in the past.

2. Comptroller Call is out and Financial Guidance from DDA.

3. The DCI briefed members of PFIAB.

4. The results of the Overseas Pay Study to be announced on 1 February.

5. The HPSCI to hold hearing on proprietaries.

6. There will be a meeting with the DDA and Office Directors on how to provide additional support to covert operations.

7. The DDA to have a 1/2 day Conference [] 15/16 April at 25X1

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8. The Agency has approved R & R to U. S. for personnel in 20 - 25% differential posts.

B. Around-the-table:

25X1 1. [] reported working on paying part-time employees for first week of PP 2.

25X1 2. [] reported revising snow emergency list and asked all Divisions and Staffs to check if their listings are current.

25X1 4. [] reported a new report is being developed in GAS to identify allotment deficit conditions. This report is expected out in February.

25X1 5. [] reported received ACIS resource document, need comments by COB 21 January. Meeting with ODP and Finance on 29 January. [] Meeting with ODP on list of work orders, more talks planned, has been support cut-back on finance maintenance. Also reported breakthrough on 7260 terminal, is up and able to be placed out, one from AD/PP going to Monetary

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Division. Reported telephone company is working on line for secure green line and computer communications in Rosslyn and reportedly have found the problem, but secure green telephone lines and terminals will be down today.

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6. Mr. Sherman asked [] to look at distribution list for the OF Annual Financial Report to see if list could be shortened.

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18 January 1982

DDA/Federal Women's Workgroup

25X1 1. This notice solicits candidates for one Office of Finance representative on the DDA/Federal Women's Workgroup to replace [redacted] Candidate is expected to serve a term of 18 months to begin on or about 15 February 1982.

2. The DDA/FWP Working Group is an adjunct of the CIA/FWP Council composed of Directorate FWP Officers. The Council identifies issues for Agency level consideration, sets goals for Agency Affirmative Actions and assesses progress toward those goals.

3. The Directorate Working Group help in carrying out the FWP Council Program and serve as a communications channel between the Council and Directorate employees. The Working Group also supports the DDA/FWP Officer's representation on the Council. Activities of the Working Group include identifying special career and training needs of Directorate women, conducting studies in areas of particular concern, and initiating programs designed to help women achieve equal employment opportunity.

4. Membership on the DDA/FWP Working Group is an official responsibility requiring 5-10 percent of the employee's time. Candidates should have a genuine interest in promoting equality of opportunity for women and skills or experience to permit them to contribute constructively to the program.

25X1

[redacted]

DISTRIBUTION:
ALL OF EMPLOYEES